

**MACOMB COUNTY, MICHIGAN**

GENERAL FUND

FINANCE DEPARTMENT

GENERAL COUNTY

101

22200

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DEPARTMENT PURPOSE:

According to state statute, to provide maintenance of records and accounts, through the Finance Director.

DEPARTMENT FUNCTIONS:

The Finance Department performs many duties, both internal and external, to satisfy state mandates.

- The Finance Department furnishes timely reports as required by the Board of Commissioners.
- The department develops and prepares the annual County Budget in compliance with P.A. 621 of 1978 (Uniform Budget Act) and the Federal Revenue Sharing Act.
- All fiscal matters of the county, under much scrutiny by the Finance Director and his staff, require interaction with many state, local and private groups.
- The Internal Audit division provides internal audits for all county departments as required.

DEPARTMENT POSITION CLASSIFICATIONS	2006 RANGE		AMENDED 2006 BUDGET	2007 BUDGET
Director, Finance	\$103,132	\$128,915	1	1
Assistant Director, Finance	81,668	102,085	1	1
Accounting Manager	67,645	84,556	1	1
Internal Audit Manager	67,645	84,556	1	1
Audit Officer	57,243	71,554	1	1
Audit Officer	57,205	71,506	1	1
Internal Auditor	51,240	64,050	2	2
Senior Accountant	45,924	57,405	2	2
Senior Budget Analyst	45,924	57,405	1	1
Accountant	42,373	52,966	6	6
Budget Analyst	42,373	52,966	1	1
Fleet/Fixed Asset Coordinator	39,127	48,909	1	1
Administrative Secretary	37,828	47,729	1	1
Senior Secretary	32,818	39,779	1	1
Payroll Specialist	32,818	39,779	1	1
Account Clerk IV	29,885	35,159	5	5
<b>TOTAL</b>			<b>27</b>	<b>27</b>

MACOMB COUNTY, MICHIGAN

2007 BUDGET SUMMARY

FUND 101 - GENERAL FUND  
ORG 22201 - FINANCE DEPARTMENT

ACCOUNT NAME	FUND 101 2005 ACTUAL	2006 CURRENT BUDGET	ACTUAL YTD 12/29/06	2007 BUDGET ADOPTED
TOTAL PERSONNEL EXPENSES	1,879,537	2,447,566	2,091,869	2,585,305
DATA PROCESSING SUPPLIES	0	0	0	500
OFFICE SUPPLIES	9,581	8,260	6,998	10,980
BOOKS & PUBLICATIONS	3,325	3,020	2,783	4,000
POSTAGE & DELIVERY	9,220	11,500	11,470	7,700
MEMBERSHIP DUES	3,370	3,600	3,493	3,600
LOCAL TRAVEL	1,539	680	0	1,200
TRAVEL EXPENSE	214	50	3	50
PRINT & BINDING	13,693	19,000	15,161	15,000
ADVERTISING	0	100	0	500
RECORD COPYING	0	50	0	200
VEHICLE OPERATING EXPENSE	1,873	2,200	1,739	2,000
EQUIPMENT REPAIR & MAINT	2,008	2,400	1,277	5,150
EQUIPMENT RENTAL	39	40	39	20
EMPLOYEE TRAINING	869	3,000	0	0
MISCELLANEOUS	285	500	(70)	500
TOTAL OPERATING EXPENSES	46,015	54,400	42,894	51,400
INSURANCE	13,553	14,510	10,941	17,306
TELEPHONE	17,297	19,215	17,613	19,971
EQUIPMENT RENTAL	3,671	7,715	5,786	7,715
MIS-COMPUTER MAINTENANCE	3,042	2,732	2,504	2,202
MIS-DATA CENTER SERVICES	26,914	34,178	31,329	27,597
TOTAL INTERNAL SVCS COSTS	64,477	78,350	68,172	74,791
TOTAL ORGANIZATION	1,990,029	2,580,316	2,202,936	2,711,496